REMIT

Rolling Stock Fire Forum System Interface Committee Subgroup

This remit should be read alongside the SIC Protocol – which sets out arrangements for all SICs and their Subgroups) in more detail

1. Establishment and purpose

1.1 System Interface Committees (SICs) have been established to assist the railway industry to manage all aspects of identified system interfaces within the scope of each SIC in the most effective, safe and cost-efficient way, as set out in the SIC Protocol.

1.2 SICs will identify solutions based on technical and economic evaluation and make recommendations which are in the best interest of the industry to the Technical Leadership Group (TLG), industry, including RSSB, or the Department for Transport as necessary. In so doing, recommendations should take into account the benefits to the industry as a whole, where the specific benefits will fall and the cost of implementing the recommendations.

1.3 SICs may establish subgroups to carry out work in support of their purpose. The remit of each subgroup shall reflect the practice for SICs set out in the SIC Protocol, unless the SIC determines that it is inappropriate to do so for the purpose of a particular group.

1.4 The purpose of the Fire Forum SIC Subgroup is to promote a wider understanding of fire-related risks and fire-prevention/mitigation technologies relating to or arising from rolling stock operation, principally but not exclusively, passenger rolling stock.

1.5 The Forum exists to ensure a common approach to issues between rolling stock designers, rolling stock operators, rolling stock owners and fire industry experts.

1.6 The SIC Protocol defines the governance, operation and management of SICs and their subgroups.

2. Functions and responsibilities

2.1 The functions and responsibilities of the V/V SIC Rolling Stock Fire Forum Subgroup are to promote a wider understanding of fire-related risks and fire-prevention/mitigation technologies relating to or arising from rolling stock operation, principally but not exclusively, passenger rolling stock.

2.2 A SIC subgroup may also support the V/V SIC in providing expert technical advice and guidance to support the Technical Leadership Group, other SICs and cross-industry groups to develop and deliver the Key Capability Work Packages in the Rail Technical Strategy (RTS) Capability Delivery Plan. For the detail on the scope of the V/V SIC Rolling Stock Fire Forum Subgroup, see Appendix A

3. Operation and management

3.1 The V/V SIC Rolling Stock Fire Forum Subgroup is only permitted to create other groups with the approval of the V/V SIC, and with the authorisation of the RSSB executive where RSSB support is required, and in accordance with the SIC Protocol.
3.2 The V/V SIC Rolling Stock Fire Forum Subgroup will report on its activities to the V/V SIC following each subgroup meeting.

3.3 The activities of the V/V SIC Rolling Stock Fire Forum Subgroup will be documented in the V/V SIC work plan. The work plan will, as a minimum, provide a coherent agenda that links to the RTS and to other aspects of the V/V SIC scope.

3.4 Communication of the outputs of the V/V SIC Rolling Stock Fire Forum Subgroup will be included in the V/V SIC’s communications plan. This will be developed to support the dissemination of information to the railway industry (including the outcome of research, its benefits to industry and its implementation by industry) in co-operation with the other SICs.

3.5 The work plan and communications plan will be reviewed by the V/V SIC and the Fire Forum SIC Sub-group frequently, at least at the same time as this remit is reviewed.

3.6 The V/V Rolling Stock Fire Forum Subgroup will monitor and contribute to the standards developed by CEN/TC256/WG1 and BSI Mirror Group FSH/19.

3.7 The V/V SIC Rolling Stock Fire Forum Subgroup members shall collectively provide expertise and strategic knowledge.

- The Chairman of the Forum may invite other relevant experts or organisations to participate on a regular basis, or to attend specific meetings on particular topics.

3.8 The subgroup will cease activity upon completion of its remit/ a set termination date / delivery of specific output.

- If requested by the V/V SIC

- Where the Subgroup members deem that there are insufficient interface issues to meet the scope.

4. Meetings

4.1 The V/V SIC Rolling Stock Fire Forum Subgroup shall meet approximately three times annually unless the Chair considers there is insufficient business to justify a meeting.

4.2 The SIC Protocol sets out the industry categories that shall be represented on the SICs (including subgroups). The role of each member is to represent the views of the constituency to which they belong. The composition of the V/V SIC Rolling Stock Fire Forum Subgroup is set out in Appendix A.

4.3 The SIC Protocol requires that at least three members (including the Chair) or authorised alternates must be present for the meeting to be quorate, including at least one member representing an industry category. The quorum will be established at the beginning of each meeting.

The Rolling Stock Fire Forum has solely an information exchange function and is not a decision-making group. Quoracy requirements do not apply.

4.4 Not used.
4.5 If the meeting is not quorate, absent members will have two weeks after issue of the draft minutes of the meeting to make an objection to any decision taken in the meeting. If no such objections are made the decision will stand.

5. Evaluation and review

5.1 V/V SIC shall undertake an annual self-assessment of its own, and its subgroups’, performance in delivering its activities and provide the results of the assessment to the RSSB executive. If the review concludes that the V/V SIC Rolling Stock Fire Forum Subgroup no longer has sufficient business to warrant remaining active, the Chair of the V/V SIC shall recommend that the group is closed and make arrangements, if necessary, for any outstanding business to be transferred to another appropriate committee.

5.2 If the V/V SIC Rolling Stock Fire Forum Subgroup considers that a change to its remit is needed, it shall make a proposal to the V/V SIC. New and modified remits shall be subject to endorsement by the V/V SIC and, where appropriate, authorisation by the RSSB executive, taking into account the views and requirements of TLG.

5.3 If the subgroup considers that its membership, skills or experience are no longer appropriate or sufficient to operate effectively, it shall take steps to rectify the situation.
Appendix A  Subgroup’s coverage, composition and subgroups

A.1  The scope of the V/V SIC Rolling Stock Fire Forum Subgroup

A.1.1  The scope of the Fire Forum subgroup includes:

- Review rolling stock related fire statistics, trends and incidents
- Discuss, and where possible achieve stakeholder consensus, on technical developments that may affect risk from fire related hazards
- Encourage consideration of fire issues as part of a holistic approach to rail vehicle risks
- Consider research reports on rolling stock fire matters from UK or overseas
- Examine practice and experience from other railway organisations
- Propose, if appropriate, new research activities to improve understanding or management of fire risk, and review outputs of any research undertaken
- Ensure that rolling stock aspects are properly addressed by those dealing with Standards relating to system-wide fireworthiness, maintaining appropriate liaison with RSSB and BSI committees and mirror groups considering rail industry fire standards
- Promote awareness of fire risks, mitigations and technologies among the UK rolling stock community

A.2  Composition of the Fire Forum SIC Subgroup

A.2.1  Industry categories that are entitled to have a member on SICs (including subgroups) are set out in the SIC protocol.

A.2.2  For Fire Forum SIC subgroup the membership consists of:

- Passenger Train Operators
- Infrastructure Manager (represented by Network Rail)
- Suppliers
- RSSB

A.2.3  Observers are invited from:

- Office of Rail and Road
- Department for Transport

A.2.4  The current membership list can be found on RSSB’s website. The SIC Protocol sets out more details on membership.

A.2.5  Note: To maintain the independence of the Chair, the constituency to which the Chair belongs may appoint another member to the committee so that the views of that constituency are represented.